

CSC Adopted: October 2001 , CSC Revised: _____**Class Title: Electrician III****BRIEF DESCRIPTION OF THE CLASSIFICATION:**

Installs, repairs and maintains electrical systems. Provides temporary power and electrical hookups. Manages projects and resources. Performs other duties.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.

Physical Strength Code		ESSENTIAL FUNCTIONS
1	H	Installs, maintains and repairs electrical equipment and systems by troubleshooting and repairing electrical feeders and circuits, installing system, circuits, conduits and wires, making connections, hanging lights and other equipment, replacing electrical devices, resetting breakers and heater controls, replacing bulbs and resetting electronic clock.
2	M	Provides temporary power by running wires and providing electrical connections.
3	L	Manages projects and resources by planning and estimating projects, planning installations, coordinating work with contractors and guiding them through buildings, supervising electricians, maintaining supply room, tracking supplies, preparing requisitions and purchasing supplies.
4	M	Performs other duties by hanging banners and flags for various functions and performing general maintenance duties.

CSC Adopted: October 2001 , CSC Revised: _____**CLASS REQUIREMENTS:**

CLASS REQUIREMENTS	
Formal Education / Knowledge	Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with six months/one year of advanced study or training past the high school equivalency. Junior college, vocational, business, technical or correspondence schools are likely sources. Appropriate certification may be awarded upon satisfactory completion of advanced study or training.
Experience	Four years experience as an Electrician.
Certifications and Other Requirements	Valid Driver's License, State Masters Electrician's License
Reading	Work requires the ability to read technical manuals, complex instructions, and blueprints.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division.
Writing	Work requires the ability to write information in work orders, reports, and general correspondence.
Managerial	Managerial responsibilities include locating electrical power sources, choosing materials suitable for the job, and arranging a work crew for the assignment.
Budget Responsibility	N/A.
Supervisory / Organizational Control	Work requires functioning as a lead worker performing essentially the same work as those directed, and includes overseeing work quality, training, instructing, and scheduling work.
Complexity	Work requires analysis and judgment in accomplishing diversified duties. Work requires the exercise of independent thinking within the limits of policies, standards, and precedents.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision making authority for purchases or projects. Works with individuals outside the City who may belong to professional or peer organizations. Working with various state and federal agencies may also be required. Vendors and suppliers may also be called upon for information on purchases, supplies or products. Meetings and discussions may be conducted with customers, brokers and sales representatives.

CSC Adopted: **October 2001** , CSC Revised: _____**OVERALL PHYSICAL STRENGTH DEMANDS:**

Sedentary	Light	Medium X	Heavy	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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This is a description of the way the job is currently performed; it does not address the potential for accommodation.

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	Ladder, maintenance and repair of electrical and lighting, inspection of equipment
Sitting	O	Desk work, telephone use, bench work repair, fixing light fixtures
Walking	F	To/from job site, to/from truck for parts or equipment
Lifting	O	Ladders, tools, ballasts, lamps, fixtures, signs, smoke detectors, fire alarms, entrance and exit lighting fixtures, time clocks, flags, banners
Carrying	O	Ladders, tools, ballasts, lamps, fixtures, signs, smoke detectors, fire alarms, entrance and exit lighting fixtures, time clocks, flags, banners
Pushing/Pulling	O	Ladders, on/off vehicle, push cart
Reaching	O	From ladders to light fixtures
Handling	O	Ladders, tools, ballasts, lamps, fixtures, signs, smoke detectors, fire alarms, entrance and exit lighting fixtures, time clocks, flags, banners
Fine Dexterity	F	Working with small parts or equipment
Kneeling	F	To work on receptacles
Crouching	F	To work on receptacles
Crawling	O	Working on attendants booths
Bending	O	Maintenance of light fixtures
Twisting	R	Maintenance of light fixtures
Climbing	O	Ladder, catwalks, arena area
Balancing	R	On ladder, catwalk or arena, when carrying heavy objects
Vision	C	Maintenance or repair of electrical or lighting fixtures, or other equipment, inspection, driving
Hearing	C	Co-workers, supervisor, vendors, crew leaders, patrons, associates, machine noise, equipment noise
Talking	C	Co-workers, supervisor, vendors, crew leaders, patrons, associates
Foot Controls	R	Driving, bending conduit
Other (specify)	N	

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Drills, hand tools, electrical measuring devices, lifts

ENVIRONMENTAL FACTORS:

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
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HEALTH AND SAFETY		ENVIRONMENTAL FACTORS	
Mechanical Hazards	D	Dirt and Dust	W
Chemical Hazards	M	Extreme Temperatures	M
Electrical Hazards	D	Noise and Vibration	W
Fire Hazards	W	Fumes and Odors	W
Explosives	M	Wetness/Humidity	W
Communicable Diseases	S	Darkness or Poor Lighting	W
Physical Danger or Abuse	S		
Other (see 1 below)	N		

PRIMARY WORK LOCATION	
Office Environment	--
Warehouse	--
Shop	--
Vehicle	--
Outdoors	X
Other (see 2 below)	X

(1)

(2) Buildings -exterior/interior

PROTECTIVE EQUIPMENT REQUIRED:

Hard hat, safety shoes/boots, eye protection/goggles

NON-PHYSICAL DEMANDS:

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
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NON-PHYSICAL DEMANDS	
Time Pressures	O
Emergency Situations	R
Frequent Change of Tasks	O
Irregular Work Schedule/Overtime	R
Performing Multiple Tasks Simultaneously	O
Working Closely with Others as Part of a Team	O
Tedious or Exacting Work	R
Noisy/Distracting Environment	O
Other (see 3 below)	N

(3)